

Financial Information Disclosure Policy

Reference:	CWLEP005
Version:	2
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Introduction

While the LEP is a private company limited by guarantee it will, in line with the Government's expectations of Local Enterprise Partnerships adhere as far as is practicable to the Local Government Transparency code. Local Government's approach to openness and transparency are now embodied in the [Local Authority Transparency Code 2015](#).

This latest version of the Code is based on three principles:

1. Demand Led

It is vital that public bodies recognise the value to the public of the data they hold, understand what they hold, what their communities want and then release it in a way that allows the public, developers and the media to use it.

2. Open

Provision of public data should become integral to engagement with local people so that it drives accountability to them. Its availability should be promoted and publicised so that residents know how to access it and how it can be used. Presentation should be helpful and accessible to local people and other interested persons.

3. Timely

The timeliness of making public data available is often of vital importance. It should be made public as soon as possible following production even if it is not accompanied by detailed analysis.

In principle Government believes that all data held and managed by local authorities and other public bodies should be made available to local people unless there are specific sensitivities (e.g., commercial and operational considerations) for not doing so. The various rules permit exclusion of public access to documents and meetings where 'exempt' information might be disclosed. Technically, 'exempt' information is not quite the same as confidential information, but it is very similar.

In the case of the LEP disclosure requirements are set out in the Local Assurance Framework available on the CWLEP website. It includes policies such as decision-making processes, procurement and schemes of delegation; publish papers and minutes of the LEP Board, sub-boards and committees; disclose all payments in excess of £500; publish details of remuneration and job title of employees whose salary is over £50,000.

The Cheshire and Warrington LEP will apply the following procedures:

Information to be published quarterly

- Expenditure exceeding £500
- Details of every invitation to tender for contracts to provide goods and/or services with a value that exceeds £5,000
- Details of any contract and commissioned activity, and any other legally enforceable agreement with a value that exceeds £5,000

Information to be published annually

- An organisation chart, including for each member of staff included in the chart:
 - job title
 - whether permanent or temporary staff
- The number of employees whose remuneration in that year was at least £50,000, in brackets of £5,000
- Details of remuneration and job title of senior employees whose salary is at least £50,000
- Employees whose salaries are £150,000 or more identified by name
- Grants to voluntary, community and social enterprise organisations.